

FY17 Consolidated Annual Performance and Evaluation Report

Town of Arlington

Community Development Block Grant

August 30, 2018

Please submit comments to Julie Wayman, CDBG Administrator: jwayman@town.arlington.ma.us

Available for public comment until September 15, 2018

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

In PY17, the Town continued to focus on affordable housing, public services, public facilities and improvements. The town supported the Housing Corporation of Arlington's Downing Square project through funds for pre-development work. This project will eventually bring 34 new affordable housing units available. This year also saw huge progress on the Life and Skills Building at Menotomy Manor, an Arlington Housing Authority development. This building has been funded through CDBG for years and construction is finally underway; at the close of PY17 the building is 70% complete and expected to be done in the late fall.

As was outlined in the Program Year 16 CAPER, the Arlington Home Rehabilitation Program continues to experience a decline in program participants. While the program is important - it provides low interest loans and support working with local contractors to home owners for repairs to their homes – Arlington is changing and the need from eligible home owners for the program is in question. Program evaluation continues including monthly progress reports to HUD and a request for a midyear report at the time of the next application year to better inform the CDBG Subcommittee on their progress to assist in funding decisions. This year the program was awarded an additional \$25,000 for administration of the program while also having access to prior years' unspent grant funds and program income, totaling over \$450,000, with an emphasis on keeping program overhead low. Unfortunately this year, while the program drew just over \$30,000 in program administration and operation, no loans were completed this program year. Reevaluation of the program will continue to better serve the town.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Housing Development	Affordable Housing	CDBG: \$	Rental units constructed	Household Housing Unit	0	9				
Affordable Housing Development	Affordable Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	45	25	55.56%	8	8	100.00%
Affordable Housing Development	Affordable Housing	CDBG: \$	Homeowner Housing Added	Household Housing Unit	0	0				
Affordable Housing Development	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0				
Affordable Housing Development	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	5	0	0.00%			
Affordable Housing Development	Affordable Housing	CDBG: \$	Housing for Homeless added	Household Housing Unit	0	3				
Affordable Housing Development	Affordable Housing	CDBG: \$	Housing for People with HIV/AIDS added	Household Housing Unit	0	0				
Economic Development	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	5	3	60.00%	3	3	100%

Housing Rehabilitation	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	40	9	22.50%	3	0	0.00%
Planning and Administration	Planning and Administration	CDBG: \$	Other	Other	1	0	0.00%	1	0	0.00%
Public Facilities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	542	975	179.89%	2111	975	46.19%
Public Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	106	21.20%	1239	0	0.00%
Public Parks and Open Spaces	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	15	3.00%			
Public Services	Homeless Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	9800	5412	55.22%	712	1831	257.16%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

As continues to be the case, affordable housing is a high priority in town and therefore receives a large percentage of CDBG funding. In PY17, the town awarded just over half a million dollars (\$512,121) toward projects that address affordable housing and homeowner housing rehabilitation. Housing is a large focus of the town's strategic, consolidated, and annual action plans, and funding will continue to be funneled in this direction.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	1,981
Black or African American	181
Asian	282
American Indian or American Native	13
Native Hawaiian or Other Pacific Islander	16
Total	2,473
Hispanic	12
Not Hispanic	2,461

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

2012-2016 American Community Survey notes that the percent of white Americans living in Arlington has increased to 82.9%, Black or African-Americans make up 2%, and American Indian or Alaska Native .3%, and Asian Americans 10.7% so the numbers above are an accurate depiction of Town demographics. The percent of people of color is far higher in the public services that serve younger Arlington residents than older residents.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	\$1,602,769	\$1,534,283.34

Table 3 - Resources Made Available

Narrative

While this grant year allocated the most money toward affordable housing creation and upkeep, the most money expended during PY17 was \$630,298.40 on the Life and Skills Building at the Arlington Housing Authority. This money was accumulating over years of CDBG-funding commitments; the construction of this building has been in the works for many years and it is going to be a great asset for the families at Menotomy Manor upon its completion. The second-largest expenditure was to the Housing Corporation of Arlington for the future creation of new affordable housing at Downing Square. The next highest expenditure this program year was on ADA-compliant curb cuts, an ongoing project to increase accessibility across town. The timeline for the completion of curb cuts is always unknown as the projects are weather-dependent.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

Nearly all Arlington CDBG-funded activities are eligible based on the income of individual CDBG-beneficiaries, and not on geography. This program year, however, the Life and Skills Building eligibility was based on the fact that all individuals living in the Menotomy Manor development have an income at or below 80% of the Area Median Income and we were therefore able to use Low Mod Area to determine the project's compliance with a National Objective.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Some of Arlington's subrecipients are able to leverage other funds with CDBG money.

Last year the Arlington Youth Counseling Center received funding from the Town of Arlington, Arlington Public Schools, the Cummings Foundation, and the Department of Mental Health. In addition, AYCC raised \$60,000 from private donors, corporate sponsorships, and fundraising events like the Out on the Town Gala and the Cause and Event 5k.

The Arlington Boys and Girls Club receives approximately \$5,000 in donations from individuals to help support families in need.

Food Link received approximately \$75,000 in donations restricted for the capital expenditure for an operations facility. Additionally there is a \$25,000 invitation-only grant, which Food Link anticipates receiving. Food Link plans to launch a capital campaign this summer.

The Housing Corporation of Arlington will apply for \$40,000 from the CharlesBank Homes Foundation which has funded HCA for capital improvements twice in the past 6 years.

Arlington has very little publicly-owned land. Sidewalks, a piece of publicly-owned land, were used to construct ADA-compliant sidewalk ramps. The Life and Skills Building, currently under construction, partly financed with CDBG funds, is located at the Arlington Housing Authority and is on Massachusetts state property. A number of town-owned buildings house CDBG subrecipients of public service funding including the Council on Aging, the Arlington Youth Counseling Center, and the Arlington Home Rehabilitation Program.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	0	0
Number of special-needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	8	8
Number of households supported through the acquisition of existing units	0	0
Total		

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

We rehabilitated fewer homes than was our goal, putting us at fewer than 25% completed toward our our consolidated plan goal of 40 homes. The hurdle to reaching this goal has been outlined above: the Arlington Home Rehabilitation Program is not finding eligible applicants for the rehab program. This is the second year this has been a serious problem; the CDBG Subcommittee is aware of the problem and keeping an eye on progress.

Overall, by the conclusion of the Consolidated Plan timeline, the town is hoping to have housed additional low to moderate income residents. This goal is slightly behind schedule as the Westminster project was expected to be completed by now. It is still expected to be rehabilitated and rented up by the end of PY18 and will be able to be included in the Consolidated Plan outcomes.

Discuss how these outcomes will impact future annual action plans.

As has been mentioned, the CDBG Subcommittee will stay in close contact with the Arlington Home Rehabilitation Program to measure the successes and decide how to move forward with the program to ensure CDBG funds are being put toward activities that will ensure the town is meeting the goals of the program, including providing or keeping low to moderate income residents in their home or improving the condition of their homes.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	3	0
Low-income	2	0
Moderate-income	1	0
Total	6	0

Table 7 – Number of Households Served

Narrative Information

The number of extremely low-, low-, and moderate-income households provided or assisted with housing was lower than the town's goal. As has been outlined throughout this report, this goal is largely impacted by the low number of eligible applicants for homeowner rehabilitation.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Each year the town of Arlington conducts the Point in Time count with other communities throughout the country to get an accurate count of individuals experiencing homelessness. This year, the Town expanded the staff who were a part of the count to include the clinical social worker from the Arlington Police Department, a social worker with the Council on Aging, the CDBG Administrator, and a police officer. The group also put together resource bags including food, toiletries, handwarmers, shelf-stable milk, and gift cards to handout to anyone found during the count. During the evening, no people were found, though evidence of people were found in three locations. While the Town was prepared with resources for any individuals found during the count, no one was found.

As is evident from the count, the number of individuals experiencing homelessness in Arlington is small. Arlington is a part of the Somerville-Arlington Continuum of Care, through which homeless individuals in Arlington can access a waitlist for housing. Arlington also has a number of social workers who provide assistance to individuals looking for resources in town.

Addressing the emergency shelter and transitional housing needs of homeless persons

Arlington does not have an emergency shelter or transitional housing. To fill this need, the town of Arlington partners with the neighboring community of Somerville as part of the Somerville-Arlington Continuum of Care. This relationship allows Arlington to refer people in need of emergency shelter or transitional housing to the Somerville Homeless Coalition.

In addition, the Somerville Homeless Coalition leases twenty units of transitional housing in Arlington, for which Arlington residents are eligible. Also, Arlington provides approximately 100 units of special needs housing. These units are a mix of transitional and permanent housing.

The Somerville-Arlington CoC is currently considering whether or not to transition to the Balance of State Continuum of Care. This move would increase the opportunities for placement of homeless individuals.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Homeless households in need of emergency housing are referred to the Housing Corporation of Arlington (HCA). HCA may refer them to the variety of shelters in the area such as Somerville Homeless Coalition, Bristol Lodge in Waltham. Alternatively, HCA may work with the client to complete and file an emergency housing application with the Arlington Housing Authority if their income makes them eligible or to a less expensive unit if they can afford the rent. HCA runs the Homelessness Prevention Program (HPP) which can provide grantfunds of up to \$1,500 per household for back rent, moving expenses, security deposits and first and last month's rent, as well as providing referrals, budgeting assistance, free furniture, negotiations with landlords to reduce back rent, and housing counseling. HCA raises private funds through an annual mail solicitation to all Arlington households which raises between \$25,000 and \$30,000. In 2016-2017, \$27,000 was raised for Homelessness Prevention Funds. Many section 8 households have benefitted from this program. Outreach to families and individuals in need is conducted through Facebook, HCA's webpage, phone calls to HCA, and referrals from local agencies that work with low income households, particularly the Arlington Boys and Girls Club, Arlington Housing Authority, Fidelity House, Arlington Public Schools as well as local churches, day care centers, the Council on Aging, Minuteman Senior Services, and Arlington Youth Counseling Center. Homeless households are given priority on the waiting list for HCA and AHA affordable units. Arlington's Veterans' Agent also occasionally helps veterans with housing problems, with both local and federal resources. Almost all of the households who access these services and funds are very low income.

In addition, services provided through the Somerville-Arlington CoC also include access to Healthcare for the Homeless. The staff from this program conducts inpatient rounds at the Cambridge Hospital for homeless patients and assists inpatient medical teams with discharge planning and treatment plans for homeless patients. Through the CoC, individuals can also access a number of shelters, transitional housing, services for homeless and runaway youth, services for Veterans, and more. Please see the Somerville-Arlington CoC Homelessness Resource Guide, attached.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

As also mentioned below, this past year, a number of social service agencies and housing providers came together to create the Humans Services Network or (HSN). The HSN provides direct services and referrals, including financial counseling and mental health services, referrals for legal assistance, state services, etc. One goal of the HSN is to prevent homelessness by providing preventative services.

Additionally, the Somerville Homeless Coalition leases twenty units of transitional housing in Arlington, for which Arlington residents are eligible. The SHC also provides services to these tenants to help them stay housed. In addition, Arlington provides approximately 100 units of special needs housing. These units are a mix of transitional and permanent housing. The Town's Veterans' Agent works with Arlington Veterans who may be in danger of becoming homeless by working with the Veterans' Association and the HCA.

Lastly, the Housing Corporation of Arlington and the Watertown Savings Bank host a free financial workshop for families that covers how to budget, save, invest, build credit, and control debt.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Arlington Housing Authority (AHA) receives Federal and State funds to address housing needs. As an independent quasi-public agency, the AHA is charged by statute with providing safe and affordable housing for income-eligible households.

The Arlington Housing Authority offers housing programs that provide affordable housing directly and also administers Section 8 certificates to subsidize privately-owned rental housing. The AHA manages 896 housing units, of which 520 units are available for elderly or handicapped residents and 176 units are designated for family housing. The Housing Authority administers 422 Section 8 vouchers and certificates, in addition to Massachusetts Rental Vouchers, to allow qualified participants to reside in privately owned dwellings throughout the community. These certificates and vouchers assist recipients to afford the increasing rents experienced in Arlington over the past decade.

Elderly and handicapped housing units are found in five developments: the Robert Hauser Memorial Building, Drake Village, Chestnut Manor, Winslow Towers, and Gerald J. Cusack Terrace. Menotomy Manor is a family housing development with both duplex and multi-unit buildings. The AHA also owns the Francis M. Donnelly Residence, a residential home for thirteen developmentally disabled adults. These developments are located in various areas around Town. Each development has its own Tenant Association. Tenant Associations sponsor a variety of events throughout the year to fund their programs.

In addition, once the Life and Skills Building is complete, the Arlington Housing Authority will gain back two units of housing. Currently, two housing units are utilized as a community space. The programs operating out of these housing units will be moved to the Life and Skills Building, freeing up more room for people on the Arlington resident waiting list.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

A primary activity funded by CDBG is to assist the Arlington Housing Authority in developing a Life and Skills Center. The Life and Skills Center will help residents to become more engaged, invested, and potentially part of management for the AHA properties. The center would also encourage and train renters in financial education, including financial management skills needed to become a homeowner. Construction of the Life and Skills Building has been underway for a year and is expected to be complete in November 2018.

Through Section 8, the AHA participates in HUD's Family Self-Sufficiency Program (FSS). The goal of this program is to help families become independent of public assistance within five to seven years through educational development, and technical, trade, and vocational skills training. The FSS strategy is to use housing as a stabilizing force so families are able to invest energy in efforts necessary to achieve self-

sufficiency. Through the FSS program, successful participants may have portions of future rent increases placed into escrow accounts that will become available to them upon completion of the program.

Actions taken to provide assistance to troubled PHAs

The Arlington Housing Authority is not designated a troubled PHA.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The Town continues to support changes to zoning that allow for increased residential development.

In 2016 the Housing Production Plan was approved by the Board of Selectmen and the state Department of Housing and Community Development with recommendations for increasing affordable housing. A Housing Plan Implementation Committee was formed to advance the recommendations from the Plan.

The workplan includes allowing multifamily uses by right in certain zoning districts and allowing accessory dwelling units with the goal of bringing it to Town Meeting in 2018. These changes would allow for greater housing flexibility and diversity of housing and greater affordability.

The Town's assessor is reviewing tax assessment policies as they relate to the assessment of permanently affordable housing properties. Such a change would allow for more opportunities for affordable housing development.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

Annually, Arlington addresses the need for affordable housing through the Community Development Block Grant funds; in 2017-2018, Arlington allocated over \$300,000 to support a new housing development in Town, \$100,000 to update existing affordable housing, and \$75,000 to help rehabilitate residents' homes.

Also annually through CDBG, Arlington continues to tackle the accessibility of Town infrastructure through the construction of Americans with Disabilities Act (ADA)-compliant curb cuts throughout Town. An annual commitment of at least \$100,000 is spent on this effort each year. Moving forward, Arlington will expand this effort through an ADA self-evaluation and a new ADA-compliant path at Spy Pond, one of the Town's most popular destinations.

Also of note is the focus on elderly transportation. With over 19% of Arlington's population being over 62 years of age, there is a need to focus on our older residents and their needs. Nearly \$90,000 was spent on activities that assist with the Council on Aging's transportation program, bringing people to places throughout town.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The Housing Corporation of Arlington ensures their units are delead prior to renting up. Through the Home Rehabilitation Loan Program, Arlington residences are made lead-free, should they find that the rehab work on their home will involve possible disturbance of lead-based paint. The Program works with a local contractor to remove lead paint.

In addition, each year the town tests the water in fifteen residences throughout town, based on year of construction as they may post an increased risk of high lead or copper results. In 2017, all results came back below reportable action levels for both copper and lead. September 2017 Lead, (ppb=parts per billion) Range 0.4-2.5 ppb, 90% Value 2.2 ppb (Target) Action Level Lead (ppb) 15 ppb.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The Arlington Boys and Girls Club and Fidelity House both operate a jobs program for teens in the summertime. This provides a stipend for youth. Through participating in the program, participants learn valuable employment skills that will better prepare them for a career in the workforce. Jobs, Jobs, Jobs applicants are required to attend two workshops during July and August. Existing partnerships include Whole Foods, Cambridge Savings Bank, Boston Children's Hospital, Bunker Hill Community College, Colby College, and area high school guidance counselors. This activity provides a long-term, solution to reducing poverty-level families in Arlington.

The Arlington Boys and Girls Club and Fidelity House also receive CDBG funds for scholarships to help youth attend their programs during the summertime when school is not in session. This provides childcare for families when parents are at work, helping to ensure parents stay employed.

In addition, the Life and Skills Building being built at Menotomy Manor, the Arlington Housing Authority family complex, will provide training for residents including banking and finance classes, computer training classes, job finding skills and counseling, all with the goal of self-sufficiency.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

CDBG funds a large portion of time of the Director of Housing. The Director is a resource for housing inquiries for prospective and existing renters and homeowners, realtors and landlords. The Director can assist individuals with the housing discrimination complaint process, and mediate when necessary. Activities also include public education regarding the state and federal fair housing laws, and hosting of public events to promote fair housing. The Director is often a point of contact for people looking for housing in times of crisis. Having a person in this position ensures families do not fall through the cracks when they are in need of housing and helps to give institutional structure to finding appropriate housing. This also allows staff from other departments and social service agencies to know who to contact to resolve housing issues.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

This past year, a number of social service agencies and housing providers came together to create the Humans Services Network or (HSN). Agencies involved in this effort include the Arlington Youth Counseling Center, Council on Aging, Arlington Housing Authority, HCA, the Arlington Police Department, Arlington Health Department, the Arlington Food Pantry, the Arlington Public School's Social Worker, and most recently Mt. Auburn Hospital Social Work Department. The group meets monthly to discuss client households and other issues pertinent to assisting low income

households. The HSN provides direct services and referrals, including financial counseling and mental health services, referrals for legal assistance, state services, etc. One goal of the HSN is to prevent homelessness by providing preventative services.

HCA does work with families and individuals after they find housing to keep them in a stable network of local social service providers now known as

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

During this past program year, the town was prepared to comply with HUD's Affirmatively Furthering Fair Housing policy. With the change to the AFFH, the town will now continue with the analysis of impediments to fair housing, which will be incorporated into the 2020-2024 Consolidated Plan. Also, the town has an approved housing production plan that recognizes the high cost of housing within the town. A number of committees work to reach these goals and to identify new and creative ways to address the high cost of housing. Housing prices continue to be the biggest impediment to fair housing. The Town continues to address this through CDBG support to the Housing Corporation of Arlington for the creation of new and updating of their existing housing portfolio.

All units owned by the Housing Corporation of Arlington are affirmatively marketed to diverse populations. The affordable condominium sold in Arlington this past year was also marketed to diverse populations throughout the Boston area. The town's Affirmative Marketing Plans must be approved by the MA Department of Housing and Community Development.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Town uses on-site and desk monitoring to ensure CDBG subrecipients are complying with HUD requirements. Currently subrecipients have submitted accomplishments at the completion of their program. This year, subrecipients were asked for more frequent accomplishment feedback. The Town had planned for quarterly reports but most subrecipients accessed their funds through quarters one and two, making the final two quarters irrelevant. The CDBG Administrator may adjust this process moving forward.

This year's on site monitoring was conducted with Fidelity House, the Arlington Boys and Girls Club, the Recreation Department and the Arlington High School. These four organizations received six CDBG grants. None of these organizations or departments had been monitored last year and one had staff turnover which was considered a vulnerability. The monitoring was successful; all recipients were following program guidelines with just a few suggestions to each recipient. The recipients also had helpful suggestions for program administration.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The Town holds several public hearings throughout the CDBG funding cycle and encourages citizen participation to help address the needs of its residents. Notifications for these public hearings are published in the local newspaper and posted in various public places as well as distributed to current CDBG recipients and placed on the Town of Arlington's website to encourage all interested persons to attend the public hearings.

The first public hearing held on February 26, 2018 before the Board of Selectmen was a chance for citizens, public agencies, and other interested parties to provide feedback on housing and community development needs in the Town and focus on the effectiveness of programs and activities currently underway. Various departments, social service agencies, nonprofit organizations, Town boards and commissions, and citizens of the general public presented proposals for programs or projects that they feel would serve a need in the community. The CDBG Subcommittee then presented funding recommendations at a second public hearing on March 19, 2018 before the Board of Selectmen.

Each proposal is reviewed and tested against HUD's eligibility criteria. The requests for funding are reviewed based upon eligibility, need, past performance, and consistency with the Town's goals set forth in its Consolidated Plan. A summary of the proposals and a preliminary budget is prepared and brought before the Board of Selectmen and the Town Manager to be finalized and adopted. The final

plan for funding is then presented for endorsement to Town Meeting, a 252-member elected legislative body representing all twenty-one precincts in the Town. This procedure provides substantial public input into the decision-making process.

This year, the Town also submitted a substantial amendment to the 2017-2018 Annual Action Plan. During the year, the town paid \$8,284 in relocation reimbursements that was not originally outlined in the action plan. Notification of this substantial amendment was made in the local paper and involved a public hearing on May 31, 2018. No comments were received.

Citizen Comments:

Notification of the availability of the Town of Arlington's Fiscal Year 2017/2018 Consolidated Annual Performance and Evaluation Report (CAPER), for public review and comment, will appear in The Arlington Advocate on August 30, 2018. Any comments received, written or otherwise will be submitted to HUD.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

Arlington has found no need to make changes to the program objectives outlined in the 2015-2019 Consolidated Plan. The town's goals continue to be Affordable Housing Development, Housing Rehabilitation, Public Infrastructure, Public Parks and Open Spaces, Public Facilities, and Public Services. The Town will examine the Goal Outcome Indicator, "Direct Assistance to Homebuyers" as it seems this goal may become less and less possible with the ever-increasing cost of housing. As was the case last year, the Town will continue discussion around the goal of 40 Homeowner Houses Rehabilitated. The main program contributing to the accomplishment of this goal, the Arlington Home Rehabilitation Program, has been experiencing issues with demand and has only completed about 25% of the goal.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.